

SGINZ Leadership Recommendation Form



Leadership Recommendation For:	
First Name:	Surname:
Proposed Position:	
Reason:	

Please complete the information you know about the recommended leader for the following questions to assist the committee, please DO NOT consult the individual being recommended for leadership - if any details are unknown please leave those fields blank and it will be filled up by the leader 2 levels up. The information collected is confidential.

SGI/Personal Details:			
Age :		Date of Membership :	
Division :		District :	
Study Exam Level :	None / Level 1 / Level 2 / Level 3	Chapter :	

Faith & Practice (if unsure, please get assistance from the office) :			
Personal 4 Pillars Info			
Subscribing to Focus ?	Yes / No	Attend Meetings ?	Yes / No
Total no of Members Introduced :		Make Financial Contribution last 12 month ?	Yes / No

Other Details:			
Any Additional Comments :	Current Leadership Position/s :		
Any Background Info e.g. Visa Status :	Continuing with current position : Yes / No		
	Plan for the New Vacant Position :		

Endorsed By:

Note: For Group Appointments 'Proposal Level' starts at District, then 'Recommending Level' Chapter, GC. Divisional discussion up the line prior to 4 Divisions agreement
 Note: For District and above Appointments 'Recommending Level' will go up to OPC Level

	Circle one	Divisional Agmt Date	4 Divisions Agreement Date	Comments
Division Recommending :	YWD / YMD / WD / MD	#####	#####	#####
Proposal Level :	District / Chapter / GC / HQ			
Recommending L1:	Chapter / GC / HQ			
Recommending L2:	GC / HQ / NPC			
Recommending L3:	HQ/NPC / OPC			
Endorsed By OPC :	OPC / SGI Japan			

Visited By:

	Date	Comments
Visited By :		
Leaders Form Completed :	Yes / No	
New Leader Informed of Annoucement Date and Venue :	Yes / No	Existing leaders in the same district/chapter/ GC informed Yes / No

Office Use:

Leaders Form Received :	Yes / No		
Database Updated :	Yes / No		
Organisational Chart Updated :	Yes / No		